

Administrative Policy 7.01
2015-2016 Annual Plan and Progress Report
Hoh Tribe
Port Angeles, Port Townsend, Forks CSO
February 3, 2015

Implementation Plan				Progress Report
(1) <u>Goals/ Objectives</u>	(2) <u>Activities</u>	(3) <u>Expected Outcome</u>	(4) <u>Lead Staff and Target Date</u>	(5) <u>Status Update for the fiscal year starting Last July 1</u>
1. Prepare and disseminate pertinent statistics on American Indian community and participant populations, numbers of American Indian participants served and other relevant data.	<p>A. Provide accurate information to the Hoh Tribe relative to tribal members in a timely manner.</p> <p>1. Statistics including Hoh Tribal members receiving Basic Food, TANF & Medical.</p>	Information and statistics provided on an as needed basis via eJAS and Barcode ad-hoc reports. Open communication with Tribal leaders and Program staff	<p>Patricia Busse, Administrator: bussepa@dshs.wa.gov 360.565.2182</p> <p>Diane Mitchell, Tribal Liaison: mitchmd@dshs.wa.gov 360.565.2196 (desk) 360-775-9702 (cell)</p> <p>Annette Hudson ICW Director annettep@hohtribe-nsn.org 360-374-5022</p> <p>Target Dates: Ongoing</p>	<p>Port Angeles CSO (Community Services Office), Port Townsend, and Forks Number of Hoh Tribal households receiving benefits through the CSO's Updated: December 2014 Statewide Totals:</p> <p>Food: 34 Medical: 86 TANF: 1 ABD/MCS: 0</p> <p>The above number may not be complete due to self-declaration and coding errors.</p>

<p>2. Work with tribes to determine the need for, negotiate and/or implement local Tribal-State agreements, protocols, MOU's, contracts, or processes.</p>	<p>A. Identify needs of American Indian clients & communities and whether current programs and policies meet these needs.</p> <p>Identify outstanding issues/gaps in service and develop performance expectations, which can be implemented, monitored and evaluated.</p>	<p>The Tribal Liaison will continue to provide outreach services with Tribal Members</p>	<p>Diane Mitchell</p>	<p>Full Time Tribal Liaison provides and coordinates communication between the Lower Elwha, Makah, Hoh, Jamestown and Hoh Tribes and the Local DSHS CSO's that serve them.</p> <p>Diane has an office at the ICW offices in which she is able to meet with Tribal Citizens.</p> <p>Diane comes out every other Thursday.</p> <p>In between visits, she is available by phone or email and can do phone conferences if needed.</p>
	<p>B. To enhance communication of state services to Tribal Members the CSO is invited to utilize the Tribal newsletter to disseminate information.</p>		<p>Diane Mitchell Patricia Busse Annette Hudson</p>	<p>Revisions or changes to DSHS programs and services will be shared with the Tribal editor to determine if they would like to include it in their newsletter.</p>
	<p>C. Provide opportunities for Tribal TANF clients to participate in work experience positions at the CSO.</p>	<p>Provide insight to the CSO as well as an opportunity to obtain skills and contacts. This will increase work experience for TANF recipients and enhanced cultural understanding.</p>	<p>Patricia Busse, Louise Huntingford</p>	<p>This is a position for Tribal TANF clients/ to work in the local CSO's that has been filled in the past. Currently, there aren't any Tribal TANF clients working in the Forks, Port Angeles or Port Townsend CSO's. This is a viable option that is available. At this point, this has not been utilized.</p> <p>Update: Due to Hoh per capita income, most of the TANF households are relative placement cases.</p>

	D. The CSO is willing to provide an overview of DSHS programs/ Services whenever requested by the Tribes.	Faster, wider scope of program eligibility.	Patricia Busse, Diane Mitchell, gloria Marshall-Perez	<p>***Upcoming Events:</p> <p>* For the past 2 year, the LPA and Clallam Co. Disability's and the Lower Elwha Tribe have combined for a 1 day event that included classes on how to find employment, write resumes, ect. Local employers who had open positions were doing interviews on the spot. There was also a clothing closet that helped provide work appropriate attire. Lunch was provided by the food bank. This event has already been scheduled for March 25, 2015.</p> <p>*DSHS/DCS Presentation – We are in the process of putting together a presentation that will provide basic program information and training for the tribes. We are planning on holding this at Makah at the end of March or April. More information to follow.</p> <p>Region 3 office will work with Hoh to provide Benefit Verification System (BBS) Update: New Executive Director: Keith Impson</p>
3. Ensure communication with tribal governments, landless tribes, and off reservation American Indian organizations for information sharing, consultation, joint planning, and problem solving.	A. Implement a process to identify action needed by Native American clients, so that their benefits are not terminated prematurely.	<p>Program needs and concerns of the Native American clients will be identified and addressed.</p> <p>Enhanced communication of state services to Tribal community.</p>	Diane Mitchell, Patricia Busse, Annette Hudson	<p>Diane is stationed at the Hoh Tribe every other Thursday.</p> <p>Diane reviews a monthly Native American Eligibility Review Ad-Hoc report and makes client contacts as appropriate.</p> <p>Update: Diane share's the list with the ICW staff and there has been an increase of in the number of Eligibility Reviews being completed on time.</p> <p>Update: A Tribal TANF Cheat Sheet was created for staff to have a quick guide of State vs Tribal TANF and procedures when an American Indian/Alaska Native client comes in to apply for TANF. A Copy of this is included in your packet.</p>

				1/30/15 – Diane held an all staff Webinar to review this form/current procedures.
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Completed or Tabled Items

Goal/Activity/Outcome	Date	Item
Goal 1, Activity	January 22, 2015	The LPA (Local Planning Area) brought the Evergreen Empowerment group to do a workshop on how to overcome obstacles in the job market when you have had legal issues.
Goal 3, Activity	August 6, 2014	Diane attended the Hoh Health Fair on 8/6/14
Goal 2, Activity -	April 2014	On 4/25/14, the LPA held a conference hosted by the

		Jamestown Tribe with guest speaker: Dr. Donna Beegle - Communication Across Barriers. Staff from Hoh attended.
Goal 1, Activity	March 24, 2014	The LPA (Local Planning Area) and Clallam Co. Disability's combined with Lower Elwha for a 1 day event that included classes on how to find employment, write resumes, ect. Local employers who had open positions were doing interviews on the spot. There was also a clothing closet that helped provide work appropriate attire.
Goal 3, Activity	February 2014	On 2/11/14, DSHS hosted a Lean Training Seminar: Lean is a process that the state is implementing to look at how we do business. This is a used by many large corporations, such as Toyota. We were able to bring a Lean Training Seminar to Port Angeles and as we had space available, we were able to invite other community members. Several Tribal staff attended the seminar.
Goal 3, Activity - Improvement of ADATSA (Alcoholism and Drug Addiction Treatment Support Act) Referral process for tribal members.	January 2014	As of 1/1/14, Diane/DSHS is no longer able to process ADATSA applications. Beginning 10/1/13, clients now need to apply at: www.healthplanfinder.org .
Goal 3, Activity - Establish an FQHC(Federally Qualified Health Center) position at the medical center.	January 2014	With the Healthcare Reform, the FQHC position is no longer available.
Goal 3, Activity -	August 2013	Diane attended the Hoh Health Fair on 8/14/13
Goal 2, Activity -	November 2012	Diane provided information on the CHIPRA (Children's Health Insurance Program Reauthorization Acts) Grant on 11/1/12
Goal 2, Activity -	October 2013	With the Healthcare Reform, there are several changes to how medical will be processed. Beginning 10/1/13, Clients now sign up for medical coverage through: www.wahealthplanfinder.org . DSHS is no longer accepting applications for medical.

